STATE OF CALIFORNIA — CALIFORNIA INTEGRATED WASTE MANAGEMENT BOARD

Base Year Modification Request Certification

Part 1: Generation Study - No Extrapolation Diversion Data

To request a substitution for a previously approved base year used in calculating the diversion rate for your jurisdiction, please complete and sign this form and return it to your Office of Local Assistance (OLA) representative at the address below, along with any additional information requested by OLA staff. When all documentation has been received, your OLA representative will work with you to prepare for your appearance before the Board. If you have any questions about this process, please call (916) 341-6199 to be connected to your OLA representative.

Mail completed documents to:

California Integrated Waste Management Board
Office of Local Assistance
1001 I Street, (MS-25)
PO Box 4025
Sacramento, CA 95812-4025

General Instructions:

Please select the ONE choice below that best explains your request to the Board.

☐ 1. Use a recent generation-based study to calculate our current reporting year generation amount, but not officially change our existing Board-approved base year.

☑ 2. Use a recent generation-based study to officially change our existing Board-approved base year to a new base year.

The shaded cells on these sheets are protected. If you have problems using these sheets, please contact your Office of Local Assistance representative by calling (916) 341-6199.

Section I: Jurisdiction Information and Certification

All respondents must complete this section.

I certify under penalty of perjury that the information in this document is true and correct to the best of my knowledge, and that I am authorized to make this certification on behalf of:

Jurisdiction Name: Watsonville		County: Santa Cruz	
Authorized Signature: David A. Koch		Title: Director, Public Works/Utilities	
Type/Print Name of Person Signing: David A. Koch		Date: 6-18-02	Phone ( ) Include Area Code: (831) 763-6048
Person Completing This Form (please print or type): Karin Grobe		Title: Consultant	
Affiliation: Organic Recyclers Anonymous			
Mailing Address: PO Box 50000	City: Watsonville	State: CA	ZIP Code: 95076
E-Mail Address: kgrobe@pacbell.net			

Section II: Information for New Generation-Based Study for Existing or New Base Year

Attach additional sheets if necessary—reference each response to the appropriate cell number (e.g.,"4").

Note: New base years must be representative of a jurisdiction's disposal and diversion.

1. Current Board-approved existing base year:	2. Proposed new generation-based study year:
1990-54,174 tons generation	**1999-118,064.5 tons generation**

3. Explain how the proposed generation study year is representative of average annual jurisdiction disposal and diversion:

A generation study was done, and the generation study year (1999) was representative of average annual jurisdiction disposal and diversion patterns.

4. Enter diversion rate information below.

Diversion rate calculated using existing base year	**a. 33 %**	**Diversion rate calculated using new generation-based study**	**b. 66 %**
For existing base year pounds/person/day based on generation	**9.55**	**For new generation based study pounds/person/day based on generation**	**17.26**
Residential generation 39 %	**Non-Residential generation 61 %**	**Residential generation 39% %**	**Non-Residential generation 61% %**
Population existing generation-based study	31,099	**Population new generation-based study**	37,400

5. If there is an increase from 4a to 4b, please explain how the new diversion rate is consistent with your current diversion implementation efforts. If the proposed new generation tonnage results in an increase in your pounds/person/day, please explain how this is consistent with your current diversion implementation efforts and provide any examples (e.g., change in jurisdiction's demographics).

Changing the base year resulted in dramatic increase in the City's waste diversion rate. In part, this is because the Waste Generation Study of 1990 (WGS) inadequately documented diversion. For the 1999 generation-based study we were able to document the following diversion that may have been in place in 1990 but was not included in the WGS: (1) Diversion of food waste by animal feeding operations. (2) Source reduction through grasscycling by City Parks and City Schools. (3) Direct diversion by private businesses (in-house cardboard balers, backhaul, etc.). (4) Diversion by private recycling businesses (shredders and carboard recyclers). The generation-based study also resulted in more complete counting of City-sponsored diversion programs. Many recycling programs have been implemented since the 1990 WGS, and they have resulted in considerable diversion. City-sponsored diversion programs were responsible for diverting 22, 267.77 tons of material in 1999.

6. If the difference between the proposed diversion rates in 4a and 4b is greater than 5 percentage points, please explain the specific reasons for the difference. (For example: new/improved curbside diversion programs.)

More complete counting of existing diversion and source reduction and implementation of new City-sponsored diversion and source reduction programs account for the difference. For more information City-sponsored diversion and source reduction programs, refer to Section B of the 1999 Annual Report, SRRE Program Implementation Assessment.

7. Disposal Tonnage (enter values):	15615 Residential	24423 Non-Residential	40038 Total

Please select the ONE choice below that best explains your disposal data and complete the required tables.

☐ a. All tons claimed are from the Board's Disposal Reporting System (No explanation required. Go to Section 8.)

☐ b. All tons claimed are from a 100 percent audit of hauler and self-haul tonnage. (Please complete Reporting Year Tonnage Request and Modification Certification sheet found at www.ciwmb.ca.gov/LGCentral/Forms/rytnmdrq.doc)

☑ c. Some Disposal Reporting System data were corrected. (Please complete Reporting Year Tonnage Modification Request and Certification sheet found at www.ciwmb.ca.gov/LGCentral/Forms/rytnmdrq.doc)

8. In the table below, list the summarized diversion activities, and diversion data records that support your claim and are available for Board audit. Note: *The Board expects the jurisdictions to be able to provide all back-up documentation, if requested.* Include type of record and location—for example, weight tickets from transfer stations. This section should capture all diversion tonnage (form will perform all addition calculations). If any diversion is from restricted wastes, agricultural wastes,inert solids [e.g., concrete, asphalt, dirt,] white goods, and scrap metal, please identify those programs/waste types and fill out Section 10. Please mark as Attachment 8 all copies of survey forms.

*Please provide detailed Non-Residential waste information in Section 9.

Note: The Board has indicated that it will be scrutinizing total source reduction amounts greater than 5% of total generation. Please be prepared to provide additional details subsantiating your claim.

Diversion Activity Please use the Board's program types. The program type glossary is online at: www.ciwmb.ca.gov/LGCentral/Paris/Codes/Reduce.htm	Actual tons (A)	Relative Percent to Total Generation (A/Total Generation)	Specific Material Type(s) (List operation w/multiple materials in one box)	Specific Conversion Factor Used (if any) and Source	Type of Record and Location of Record
Residential Source Reduction Activities					
Backyard composting					
Grasscycling		0.0%			
Other Residential Source Reduction (list each program separately)					
Material exch, thrift shops	1397	1.2%	Misc. merchandise. thrift stores-square footage and employee numbers	CIWMB conversion study guide for thrift store conversions.	Survey of thrift stores, K. Grobe
Other source reduction	17	0.0%	Diapers-reusable not disposable	1144 pounds per year per customer, from Ecology Action report on Santa Cruz County diversion study	Survey of diaper services, K. Grobe
Material exch, garage sales	411	0.3%	Misc. merchandise. Garage sales-permits and handbill removal details.	0.35 tons per garage sale, CIWMB conversion study guide.	garage sale permit sales and handbill removal-City Accounting.
Enter program name		0.0%			
Enter program name		0.0%			
Subtotal, Residential Source Reduction	**1826**	**1.5%**			
Residential Recycling Activities					
Curbside Recycling	2325	2.0%	mixed paper, cdbd., plastic containers 1-7, cans, glass bottles and jars,		sales tags, S. Cranford, City PW (public works)
Buyback Centers	1822	1.5%	metal, cans, plastic, glass, redemption value		DOC report.
Drop-off Centers	262	0.2%	newspaper		oral communication, notes of K. Grobe

Diversion Activity Please use the Board's program types. The program type glossary is online at: www.ciwmb.ca.gov/LGCentral/Paris/Codes/Reduce.htm	Actual tons (A)	Relative Percent to Total Generation (A/Total Generation)	Specific Material Type(s) (List operation w/multiple materials in one box)	Specific Conversion Factor Used (if any) and Source	Type of Record and Location of Record
Other Residential Recycling (list each program separately)					
Enter program name					
Enter program name					
Enter program name					
Enter program name					
Enter program name					
Subtotal, Residential Recycling	**4409**	**3.7%**			
Residential Composting Activities					
Green Waste Drop-off	1620	1.4%	yard trimmings	8 cubic yard = 1 tons	monthly invoices, D. Salce, City PW
Curbside Green Waste					
Christmas Tree Program	18	0.0%	Christmas trees		weight tags, K. Mitchell, City PW
Other Residential Composting (list each program separately)					
Enter program name					
Enter program name					
Enter program name					
Enter program name					
Enter program name					
Subtotal, Residential Composting	**1638**	**1.4%**			
Subtotal, Residential Diversion	**7873**	**6.7%**			
Non-Residential Source Reduction Activities:					
Non-Residential Waste Audits*			**See Section 9**	**See Section 9**	**See Section 9**
Other Non-Residential Source Reduction (list each program separately)					
Grasscycling City Parks	191	0.2%	grass clippings	350 lbs/sq. ft, CIWMB conversion factor	City Parks, square foot audit
Grasscycling schools	415	0.4%	grass clippings	350 lbs/sq. ft, CIWMB conversion factor	PVUSD, square foot audit
NON-RESID SOURCE REDUCT	191	0.2%	food, detail included on attachment 9	see attachment 9	see attachment 9
city auction	1	0.0%	office furn, equipment misc		itemized list, C. Johnson, PW
Enter program name					
Subtotal, Non-Residential Source Reduction	**799**	**0.7%**			

Diversion Activity Please use the Board's program types. The program type glossary is online at: www.ciwmb.ca.gov/LGCentral/Paris/Codes/Reduce.htm	Actual tons (A)	Relative Percent to Total Generation (A/Total Generation)	Specific Material Type(s) (List operation w/multiple materials in one box)	Specific Conversion Factor Used (if any) and Source	Type of Record and Location of Record
Recycling					
Non-Residential Waste Audits*	2852	2.4%	See Section 9	See Section 9	See Section 9
Other Non-Residential Recycling (list each program separately)					
NON-RESID RECYCLING	1287	1.1%	paper, plastic, cdbd, tires, detail on attachment 9	see attachment 9	see attachment 9
City collection commercial cardboard	1338	1.1%	cdbd		sales tags, C. Cranford, PW
City drop off wood waste at County recy	390	0.3%	wood waste		weight tags, K. Mitchell, PW
Enter program name					
Enter program name					
Subtotal Non-Residential Recycling	**5867**	**5.0%**			
Non-Residential Composting Activities					
Non-Residential Waste Audits*	46254	39.2%	See Section 9	See Section 9	See Section 9
Other Non-Residential Composting (list each program separately)					
NON-RESID COMPOSTING	617	0.5%	food, detail included on attachment 9	see attachment 9	see attachment 9
Enter program name					
Enter program name					
Enter program name					
Enter program name					
Subtotal Non-Residential Composting	**46871**	**39.7%**			
Subtotal Non-Residential Diversion	**53537**	**45.3%**			
Residential/Non-Residential Diversion Activities					
ADC	1305.03	1.1%			
Sludge	5282	4.5%			
Scrap Metal	107	0.1%			
Construction and Demolition	9105	7.7%			
Landfill Salvage	817	0.7%			
Subtotal Residential/ Non-Residential Diversion	**16616**	**14.1%**			
Total Res/Non-Res Source Reduction Tons	**2624**	**2.2%**			
Total Diversion Tons	**78026**	**66.1%**			
Total Disposal Tons from Sec.7	**40038**	**33.9%**			
Total Generation Tons (Div+Dis)	**118064**				
Diversion Rate	**66%**				

9. Specific Non-Residential Sector Waste Audits--Top 10 Non-Residential Generators

Please complete this table for the top 10 non-residential generators that were surveyed. List each non-residential generator separately from largest to smallest, based on total diversion tons. Audit reference number ties to your audit sheets.
(Table will perform all addition calculations).

Type of Non-Residential Generator	Audit Reference Number	Specific/Major Diversion Activities Include Material Type (e.g., paper recycling, grasscycling). (List activities on one line)	Source Reduction Tons	Recycling Tons	Composting Tons	Total Diversion Tons	Percent of Total Generation (Total Diversion Tons/Total Generation in Section 8)	Survey Method Phone (P) Mail (M) On-site (O) Other ___
food-related	F1	food scraps			25000	25000	21.2%	M
food-related	F2	food scraps			11767	11767	10.0%	M
food-related	F3	food scraps, cdbd		60	8493	8553	7.2%	M and O
food-related	F4	cdbd		1152		1152	1.0%	P
fiber-related	F5	cdbd collection business		690		690	0.6%	O
food-related	F6	food scraps			565	565	0.5%	M
food-related	F7	food scraps/waste collection biz			429	429.3	0.4%	M
retail store	F8	cdbd, pvt baler		346		345.6	0.3%	P
food-related store	F9	food scraps, pallets, paper, containers, cdbd, film plastic		316		316.45	0.3%	P
retail store	F10	cdbd		288		288	0.2%	P
Totals				**2852.05**	**46254.3**	**49106.35**	41.6%	

Also provide an attachment 9 which includes all of the generators surveyed. Include for each generator (use type of generator in lieu of specific business name) diversion activity and material type and associated tonnage for each diversion activity/material type, and applicable conversion factors/sources. Include copies of survey form(s) used.

Summarize the non-residential diversion activities for the top 10 generators quantification methodology, and applicable conversion factors and sources (e.g., cardboard recycling: quantified by monthly tonnage receipts provided by the contact person at the business).

Cardboard--conversion factor for cardboard is 400 lbs/cubic yard, US EPA. No other conversion factors used. Weights provided for food scraps, pallets, paper, containers, and film plastic are actual tonnage.
Waste audit information provided by contact person at applicable businesses.
NOTE--ALL DATA COLLECTED WAS FOR CALENDAR YEAR 1999.
F1 and F2--in response to a mail survey, a dairy that purchases food processing waste from two businesses located in the City responded with tonnage of food scraps purchases from each of the two businesses. Actual weight was provided. Full details are included in data collection sheet which has been provided to Terri Edwards.
F3--In response to a mail survey, a food processing business detailed how food waste and cardboard are diverted to five different users. Tonnage was based on number of trucks per week, number of weeks per year of diversion and weight of average truck. Full details are included in data collection sheet which has been provided to Terri Edwards.
F4, F8 and F10--A food store, a drug store and a hardware store were called to ascertain the number of cubic yards of cardboard they recycle with their priviate balers. They reported in cubic yards, which were converted to tons using the coversion factor of 400 lbs/cubic yard (US EPA). Full details are included in data tabulation sheet which has been provided to Terri Edwards.
F5--A local cardboard collector was interviewed in person to ascertain how many tons of cardboard he recycled in 1999. He said he collects an average of 15 tons per week. This was multiplied by 50 weeks/year, although the cardboard collector has not been known to take vacations. Since he collects from business F3, the 60 tons of cardboard collected at business F3 was subtracted from the total. Full details are included in a calculation sheet which has been provided to Terri Edwards.
F6--in response to a mail survey, a pig feeder that collects food scraps from three businesses (a food bank, a grocery store and a tortilleria) located in the City responded with tonnage of food scraps collected from each of the businesses. Actual weight was provided. Full details are included in data collection sheet which has

F6--In response to a mail survey, a pig feeder that collects food scraps from three businesses (a food bank, a grocery store and a tortilleria) located in the City responded with tonnage of food scraps collected from each of the businesses. Actual weight was provided. Full details are included in data collection sheet which has been provided to Terri Edwards.

F7--In response to a mail survey, a company that collects meat waste, fat, bone trimmings and kitchen grease from food facilities in the City estimated the tonnage collected. Full details are included in data collection sheet which has been provided to Terri Edwards.

F9--A grocery store that backhauls food scraps, pallets, paper, containers, cardboard and film plastic was surveyed by phone to ascertain the tonnage of material backhauled in 1999. Data was complied on the tonnage of each commodity that is backhauled. Actual weight was provided. Full details are included in data collection sheet which has been provided to Terri Edwards.

10. For each restricted waste type (i.e., agricultural waste, inert solids, [e.g. concreter, asphalt, dirt, etc.] scrap metals and white goods [PRC section 41781.2]) and associated program, please provide the following information:
a. If the diversion program started on or after January 1, 1990, complete the following table.
Note: *program name refers to one specific diversion program for that waste type (e.g., "Diversion conducted by city public waste dept.".*

Restricted Waste Type	Specific Program Name	Year Started	Tonnage
Inert Solids	diversion conducted by City PW Dept.	1997	11227
Scrap Metal	diversion conducted by City PW Dept.	1992	107
Pull Down for Waste Types			
Pull Down for Waste Types			
Pull Down for Waste Types			
Pull Down for Waste Types			

b. If the diversion program started before January 1, 1990 - and if documentation on the program and waste type has not been approved by the Board - on a separate sheet marked "Attachment 10b", provide the documentation that indicates:

- How the diversion was the result of a local action taken by the jurisdiction, which specifically resulted in the diversion (PRC sec. 41781.2 [c] [1]).
- That the amount of that waste type diverted from the jurisdiction in 1990 was less than or equal to the amount of that waste type disposed at a permitted disposal facility by the jurisdiction in any year before 1990. (**Note**: this criterion is applicable to the entire jurisdiction, not to individual programs (PRC sec. 41781.2 [c] [2]). Please include documentation.
- That the jurisdiction is implementing, and will continue to implement, the diversion programs in its source reduction and recycling element.

Note: *If documentation for a waste type and program has already been approved by the Board, you do not have to provide an attachment 10b for that waste type and program.*
Instead please provide date of Board approval of previously submitted information. _____ (Date)
If documentation is not available, go to 10d.
c. If the diversion program started before January 1, 1990, and the documentation requested in 10b is available (but not yet approved by the Board), complete the table below for each program claimed:

Restricted Waste Type	Specific Program Name	New Base Year or Reporting Year Diversion Tonnage
Pull Down for Waste Types		
Pull Down for Waste Types		
Pull Down for Waste Types		
Pull Down for Waste Types		
Pull Down for Waste Types		
Pull Down for Waste Types		

d. If the diversion program started before January 1, 1990, and the documentation requested in 10b is not available, please complete the table below for each program claimed. ***Note***: *Only the difference between the new base year/reporting year and 1990 can be counted in the diversion rate calculation.*

Restricted Waste Type	Specific Program Name	New Base Year or Reporting Year Tonnage	1990 Diversion Tonnage	Difference
Pull Down for Waste Types				
Pull Down for Waste Types				
Pull Down for Waste Types				
Pull Down for Waste Types				
Pull Down for Waste Types				
Pull Down for Waste Types				

ATTACHMENT 9 FOR BASE YEAR FORM--OTHER GENERATORS SURVEYED (BEYOND TOP TEN)

Type of Non-Residential Generator	Audit Reference Number	Specific/Major Diversion Activities Include Material Type (e.g., paper recycling, grasscycling). (List activities on one line)	Source Reduction Tons	Recycling Tons	Composting Tons	Total Diversion Tons	Survey Method Phone (P) Mail (M) On-site (O) Other ___	Conversion Factor	How tonnage was calculated
food related	R1	cdbd		216		216	p	400 lbs/cy, US EPA	tons sold
paper recy	R2	paper, plastic		209.5		209.5	p	actual tonnage	tons collected, % collected inside city
food related	C1	food scraps	163		242.155	405.155	m and o	actual tonnage	tons collected inside city, detail available
retail store	R3	cdbd		192		192	p	actual tonnage	tons sold
food related	R4	cdbd		192		192	p	actual tonnage	tons sold
retail store	R5	cdbd, plastic		173.42		173.42	p	actual tonnage	tonnage from corporate, which tracks recy by store
food related	R6	cdbd		172.8		172.8	p	actual tonnage	tons sold
food related	C2	food scraps			153.47	153.47	m	actual tonnage	tons sold
paper recy	R7	paper		103.6		103.6	m	actual tonnage	tons collected, % collected inside city
food related	C3	food scraps			74.15	74.15	m	actual tonnage	tons sold

food related	C4	food scraps			64.17	64.17	m	actual tonnage	tons sold
food related	C5	food scraps			52	52	m	actual tonnage	tons collected per week multiplied by 52
food related	C6	food scraps			30.815	30.815	m	actual tonnage	tons sold
food related	C7	food scraps	28.34			28.34	p	actual tonnage	tons collected from city businesses per week, multip by 52
paper recy	R8	paper		25.18		25.18	p	actual tonnage	tons collected, % collected inside city
city collection	R9	tires		2.91		2.91	o, K. Mitchell, PW	20 lbs per tire (average)	count based on recy records
SUM			191.34	1287.41	616.76	2095.51			

City of Watsonville Annual Report 1999
Base Year Modification Request Form
B.5. Diversion Data Records

Sheet1

Diversion Program Program Descript.	Tons	Type of Record	Location of Data
Curbside Recycling	2325	sales tags	S. Cranford, City
drop off and curbside Xmas trees	18	weight tags	K. Mitchell, City
commercl. cdbd	1338	sales tags	S. Cranford, City
City auction	0.86	itemized list	C. Johnson, City
ww-city haul to County recycle	390	weight tags	K. Mitchell, City
Tires-City haul to other recycle	2.91	invoices	K. Mitchell, City
[redacted]rap metal hauled to other recycle	107	sales tags	K. Mitchell, City
recycled at City landfill-ADC	1262	weight tags	K. Mitchell, City
recycled at City landfill-Road base	454	weight tags	K. Mitchell, City
recycled at City landfill-intermed cover	363	weight tags	K. Mitchell, City
yard waste drop off	1620	monthly invoices	D. Salce, City
biosolids diversion	5282	weight tags	S. Palmisano, City
asphalt removed from waste stream and stockpiled by PW/U	9105	City street improvement contracts	G. Gordo, City
Grasscycle City Parks	191	square footage audit	City Parks
Grasscycle City Schools	415.45	square footage audit	PVUSD
Business Diversion	3065.43	info provided by businesses, detail spreadsheets	K. Grobe, City
Garage Sales	411.25	permit sales & handbill removal detail	City Accounting Rec
Thrift Stores	1397.1	info on sq.ft. and employees, detail spreadsheets	K. Grobe, City
Food Waste Diversion	47062.4	info provided by businesses, detail spreadsheets	K. Grobe, City
Recycling Businesses	3215.62	info provided by businesses, detail spreadsheets	K. Grobe, City

City of Watsonville Annual Report 1999
Base Year Modification Request Form
B.10.

We are proposing that the 1999 generation-based study be used to officially change our Board-approved existing base year to a new base year. The correction results in an increase in the City's waste diversion rate. This increase in diversion rate is consistent with the City's diversion implementation efforts. Recycling, waste reduction and reuse have been a priority for the City since 1990. Full details on the City's diversion and recycling programs are contained in Section B, SRRE Program Implementation Assessment.

Changing the base year resulted in dramatic increase in the City's waste diversion rate. In part, this is because the Waste Generation Study of 1990 (WGS) inadequately documented diversion. For the 1999 generation-based study we were able to document the following diversion that may have been in place in 1990 but were not included in the WGS:

- Diversion of food waste by animal feeding operations.
- Source reduction through grasscycling by City parks and City schools.
- Direct diversion by private businesses (in-house cardboard balers, backhaul, etc.).
- Diversion by private recycling businesses (shredders and carboard recyclers).

The generation-based study also resulted in more complete counting of City-sponsored diversion programs. Many recycling programs have been implemented since the 1990 WGS, and they result in significant diversion. City-sponsored diversion programs were responsible for diverting 22,267.77 tons of material in 1999.